

CITY OF RIVERSIDE

5310

04/04

HUMAN RESOURCES DEPARTMENT

Revised

CLASSIFICATION SPECIFICATION**TITLE: TIRE MAINTENANCE SPECIALIST****DEFINITION**

Under general supervision, to perform skilled work in the inspection, repair, maintenance and mounting of tires on all light and heavy City vehicles; and to do related work as required.

REPORTS TO: Fleet Management Supervisor

SUPERVISION RECEIVED AND EXERCISED

Receives general supervision from the Fleet Management Supervisor

EXAMPLES OF DUTIES

Duties may include, but are not limited to, the following:

- Inspect, maintain, breakdown, repair and mount tires on all City vehicles including scooters, cars, light and heavy trucks, buses, and heavy construction equipment.
- Inflate tires to proper air pressure; balance tires.
- Install new tires and rotate tires as needed.
- Perform service calls to change flat tires.
- Maintain tire records.

QUALIFICATIONS**Knowledge of:**

- Practices, procedures, techniques, equipment and methods used in the repair, servicing and changing of a wide variety of light and heavy equipment tires and tubes.
- Composition and characteristics of a wide variety of equipment tires and tire tubes.
- Wheel balancing and tire preventive maintenance methods.
- Record keeping and reporting procedures.
- Occupational hazards and standard safety precautions in the work.

Ability to:

- Repair, service, install and change tires and tubes.
- Use and care for tire repair, servicing, and changing tools and equipment.
- Understand and carry out oral and written instructions.
- Work overtime as required.

Education and Experience:

Any combination equivalent to experience and education that could likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

Education: Equivalent to graduation from high school.

Experience: One year of experience in vehicle tire repair and service work.

MEDICAL CATEGORY: Group 2

NECESSARY SPECIAL REQUIREMENT

Possession of or ability to obtain an appropriate, valid California motor vehicle operators license.

CAREER ADVANCEMENT OPPORTUNITIES

FROM: Tire Maintenance Specialist

TO: